

Wisconsin Department of Regulation & Licensing

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CHIROPRACTIC EXAMINING BOARD

INSTRUCTIONS TO APPLICANTS FOR WISCONSIN CHIROPRACTIC TEMPORARY LICENSE

1. Complete application form (#2068), including notarized signature.
2. Attach \$10.00 fee to application. Checks or money orders should be made payable to the **DEPARTMENT OF REGULATION AND LICENSING**. Your cancelled check will be your receipt.
3. Complete the top portion of the enclosed verification form(s) and then submit it/them to the state(s)/jurisdiction(s) where you are/were licensed. You may want to contact the state board(s) and inquire if there is a fee for completing the form. That state board must then submit it **DIRECTLY** to this office.

PURPOSE OF A TEMPORARY LICENSE

The temporary license will be issued **ONLY** for athletic/artistic events or as an instructor for a specific chiropractic education seminar approved for continuing education by the Board.

The temporary license **MAY NOT** be used to provide relief services or practice coverage for the practice of any chiropractor licensed in this state.

The temporary license will be issued for 10 calendar days during the 12 month period immediately following its effective date. No single period of practice under the temporary license may exceed three calendar days.

DENIAL OF A TEMPORARY LICENSE

A temporary license may be revoked by the Board for the following reasons:

- a. Any violations of the Wisconsin administrative code or statutes relating to the practice of chiropractic;
- b. Failure to pay the required fee;
- c. Pending disciplinary action in another state;
- d. Fraudulent or misrepresented information on the application.

ADDITIONAL INFORMATION

Please allow ample time for processing the temporary license application.

All documentation must be received in this office prior to issuance of the temporary license.

NO applicant may begin assistance in Wisconsin until the temporary license is received.